



PARK TOWNSHIP

REGULAR BOARD MEETING

APRIL 8, 2021 - Draft

**ART 1. CALL TO ORDER**

Supervisor Jim Gerard called to order the regular meeting of the Park Township Board held on April 8, 2021 at 6:40 p.m. at the Park Township Office, 52-152<sup>nd</sup> Ave., Holland, MI 49424 in person and via ZOOM.

Present were Supervisor Jim Gerard, Clerk Skip Keeter, Treasurer Steggerda (via ZOOM) and Trustees Terry DeHaan (via ZOOM), Jeff Hoekstra, Steve Spoelhof and Loran Serne and Legal Counsel Dan Martin.

Manager Howard Fink arrived at the meeting at 7:55pm.

**ART 2. INVOCATION – Spoelhof**

**ART 3. PLEDGE OF ALLEGIANCE**

ART 4. APPROVAL OF AGENDA (Additions to or Deletions from Agenda)  
Gerard asked to remove ITEM 9b in order to look for more bids. He also asked to add ITEM 11. E – Blessing of the Bikes event.

Correct ITEM 15. A to read: April 29, 2021 Board Public Forum

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by DeHaan to approve the agenda as amended. (7-0)

**ART 5. APPROVAL OF CONSENT AGENDA**

- a Approval of Minutes: March 24, 2021 Special Board Meeting
- b Payment of Bills

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Hoekstra to approve the consent agenda as presented. (7-0)

**ART 6. PUBLIC COMMENT (6:44pm)**

Gerard opened the public comment period:  
0 people spoke at the public comment period.  
Gerard closed the public comment period.

**ART 7. DEPARTMENT REPORTS**

- a. Fire Department
- b. Sheriff's Office
- c. Ottawa County Fairgrounds
- d. Finance
- e. Building and Zoning
- f. Recreation
- g. West Michigan Regional Airport

**ART 8. PRESENTATION**

- a. Project Clarity – David Nyitray  
David discussed the recent activities of Project Clarity and some statistics regarding their progress in cleaning up the Macatawa watershed.

**ART 9. PUBLIC HEARING**

- a. Anchorage Marine Planned Unit Development

Gerard opened the public hearing  
Chris Swanberg – 5329 McCords Ave., Alto MI – owns condo at Anchorage Marina  
Gerard closed the public hearing

**ART 10. ACTION ITEMS**

- a. Anchorage Marine PUD Amendment

Gerard introduced Jeff Cavanaugh to speak to the Board regarding the PUD.

Cavanaugh stated he intends to sell as condominium units. If they do not sell, he will rent them out and look at long term rental for the space.

The Board discussed short term rental at the site and how the new ordinances being discussed would affect the Anchorage Marine PUD.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Keeter to approve the Anchorage Marine PUD Amendment as presented and recommended by the Planning Commission. (7-0)

Roll Call Vote:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

~~Approval for Boat Dock at South Side Kayak Park~~

b. Authorization for Short Term Rental Consultant through Granicus

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Keeter to approve the contract to authorize a short term rental consultant through Granicus for \$1500. (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

c. Authorization for Address Identification Module through Granicus

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by DeHaan to authorize an address identification module through Granicus for \$8464.50. (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

d. Adopt Division 11 – Public Lands and Open Space District to the Park Township Zoning Ordinance and Zoning Map

Fink explained the protection to the open lands in Park Township this ordinance covers.

Park properties other than Park Township properties (Holland State Park and Tunnel Park) are not included because they are not able to be regulated by the township.

Gerard commented on page 129, the map would need to be amended to take out the 10 acre parcel that belongs to the Chamber of Commerce

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by DeHaan to adopt Division 11 – Public Lands and Open Space District to the Park Township Zoning Ordinance and Zoning Map with the exception of the 10 acres north of the Park Township Office (map on page 129). (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

e. Adopt the Public/Open Space Master Plan Amendment

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Keeter to adopt the Public/Open Space Master Plan Amendment and amend the map with the removal of the flight path (on page 136). (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

f. Bowerman Blueberries request for Crosswalk

Andrew VanTil spoke on behalf of Bowerman's Blueberry Field and Market. He stated they would be willing to pay for the maintenance of the crosswalk, signs and replacing the sign if damaged.

The Board discussed the crosswalk proposed.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Hoekstra and supported by Serne to approve the Bowerman Blueberries request to install a crosswalk and signage and signage, and Park Township's commitment to maintain the crosswalk. (7-0)

VanTil stated the Township needs to contact the Ottawa County Road Commission to begin the project and Bowerman's will reimburse the Township for costs associated with the installation.

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

g. Board Room Videotaping

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Keeter to accept the quote for \$8494.71 to purchase the AV equipment for the Board Room from Mercury Audio/Video/Lighting. (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

h. Employee Merit Raises

Steggerda requested Susan Barkel receive a merit raise of \$3000.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Steggerda and supported by Hoekstra to approve the merit raise of \$3000 for Deputy Treasurer Susan Barkel. (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Steggerda to approve the merit raise of \$2500 for Administrative Assistant Julie Northrup. (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

**ART 11. DISCUSSION ITEMS**

- a. Potential Uses/Projects for COVID Relief Appropriation  
The Board discussed uses for the \$1.9 million we may receive in COVID-19 relief.
- b. Strategic Planning  
The Supervisor and Manager will get dates together for the Board to approve for a strategic planning session. The Board agrees Monday evenings are their first choice, then move to Saturday.
- c. South Side Kayak Park – Official Name  
Top three names from the Recreation Department will be brought to the Board and they will decide.
- d. Guidelines for Public Forum, and Possible Action

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Keeter to accept the format for the public forum on April 29 as presented. (7-0)

Roll Call:

Yes: DeHaan, Hoekstra, Serne, Spoelhof, Steggerda, Keeter, Gerard

No: none

e. Blessing of the Bikes

Martin explained possible legal issues of having the Blessing of the Bikes at the Ottawa County Fairgrounds and how it coincides with the MDHHS COVID-19 order.

Gerard stated the Board will need to decide if they will allow the event. He said he would like to call a special board meeting this Monday evening, April 12, at 6:30pm via ZOOM.

**ART 12. MANAGER'S REPORT**

The Manager had nothing more to add to the information from his weekly reports.

**ART 13. PUBLIC COMMENT (9:31pm)**

Gerard opened the public comment period:  
0 person spoke at the public comment period.  
Gerard closed the public comment period.

**ART 14. BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS**

The Board commented on community related items.

**ART 15. REMINDER DATES**

- a. April 15, 2021 – Special Board Meeting
- b. April 29, 2021 – Board Public Forum

**ART 16. ADJOURN**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Hoekstra to adjourn at 9:36pm. (7-0)

Respectfully Submitted by Clerk Skip Keeter

Daniele Dykens

Recording Secretary